



STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

GRETCHEN WHITMER
GOVERNOR

ORLENE HAWKS
DIRECTOR

August 16, 2022

Kelly Dutcher
Harbor Light Christian School
8333 Clayton Rd.
Harbor Springs, MI 49740

RE: License #: DC240242622
Harbor Light Readiness Program
8333 Clayton Road
Harbor Springs, MI 49740

Dear Ms. Dutcher:

Attached is the Addendum to the Original Licensing Study Report for the above referenced facility.

Please review the enclosed documentation for accuracy and contact me with any questions. In the event that I am not available and you need to speak to someone immediately, please contact the local office at (517) 284-9730.

Per MCL 722.113g, this report must be filed in your licensing notebook.

Sincerely,

Codie Mayhew, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909
(231) 342-5006 – Cell
(517) 284-9730- Main
(517)-763-0217- Fax
MayhewC@michigan.gov

enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF COMMUNITY AND HEALTH SYSTEMS
ADDENDUM TO ORIGINAL LICENSING STUDY REPORT**

I. IDENTIFYING INFORMATION

License #:	DC240242622
Licensee Name:	Harbor Light Christian School
Licensee Address:	8333 Clayton Rd. Harbor Springs, MI 49740
Licensee Telephone #:	(231) 347-7859
Administrator/Licensee Designee:	Kelly Dutcher, Designee
Name of Facility:	Harbor Light Readiness Program
Facility Address:	8333 Clayton Road Harbor Springs, MI 49740
Facility Telephone #:	(231) 347-7859
Capacity:	26
Program Type:	CHILD CARE CENTER

II. Purpose of Addendum

On 08/09/2022, Ms. Dutcher requested an increase in capacity from 20 children to 26 children and the addition of classroom E18.

III. Methodology

08/16/2022 Inspection Completed Onsite

08/09/2022 Fire Safety Provision's Form signed by the Superintendent

07/14/2022 Modification Request Received

09/30/2020 Inspection Completed-Env. Health: A

IV. Description of Findings and Conclusions

The terms of the original license have been modified on 08/16/2022, 08/20/2001, 10/09/2008, 03/25/2015, 04/18/2018, and 12/18/2020.

The center is located in a school in Harbor Springs. The center is comprised of seven rooms.

The following rooms have been approved as child use space and meet the 35 square feet per child requirement:

- **Classrooms E16 and E17:** This room was previously measured at 48 ft. X 26 ft., providing a total of 1248 square feet. There is a divider wall which can separate the E16 and E 17 classrooms. Each room measures to 26 ft. x 24 ft., providing a total of 624 square feet. This allows for 17 children ages 30 month and above in each classroom. Based on 35 square feet per child, this allows for the requested capacity of 26 preschool children when the divider wall is not in place. The licensee designee understands that for classrooms with children 30 months to 3 years of age, the maximum group size cannot exceed 16.
- **E 18 Classroom:** This room measured to be 35.8 ft. x 24.6 ft., providing a total of 881 square feet. Based on 35 square feet per child, this allows for a capacity of 25 children ages 30 months to 3 years of age. The licensee designee understands that for classrooms with children 30 months to 3 years of age, the maximum group size cannot exceed 16.

****There is a handwashing sink in this classroom. The licensee designee understands that this sink cannot be used until it has been approved in the Environmental Health Inspection report.***

- **W1 Classroom (Before and After):** This room measured to be 21.6 ft. x 22.6 ft., providing for a total of 488 square feet. Based on 35 square feet per child, this allows for a capacity of 14 children 30 months of age and above. The licensee designee understands that for classrooms with children 30 months to 3 years of age, the maximum group size cannot exceed 16.

The center's total capacity at one time is 26 children. Even though Classrooms E16/E17, E18, and W1 have a total capacity higher than 26, the licensee designee understands that the total number of children in care at any one time cannot exceed 26.

The licensee understands that when there is a mixed age group in the space, the caregiver to child ratio is based on the age of the youngest child in the room. The licensee designee understands that the maximum group sizes for each age group must be followed.

The following rooms are approved as additional child use space and were not used to determine the center's total capacity:

Classroom E14/Chapel/and Music room: This room was previously measured at 28 ft. X 26.5 ft., providing a total of 742 square feet. Based on 35 square feet per child, this allows for the requested capacity of 20 children ages 30 months and above.

The Library: This room was previously measured to be 40 ft. x 24 ft., providing for 960 square feet. Based on 35 square feet per child, this allows for the requested capacity of 20 children ages 30 months and above.

- **The Gymnasium:** This room was previously measured to be 100 ft. x 70 ft., providing for 7000 square feet. There is sufficient space for the requested capacity of 26 children ages 30 months and above.
- **Kitchen:** This room measured to be 9 ft. x 6.3 ft, providing for a total of 56 square feet. This allows for one child to be in the kitchen at a time based on the 35 square feet per child rule.

The classrooms are furnished with a variety of developmentally appropriate toys, materials, and equipment. There is an adequate amount of equipment to support the center's capacity.

There is one bathroom located off of classroom E17 which has one toilet and one handwashing sink. There are bathrooms across the hall from the main preschool classrooms. The girls' room has three toilets and two sinks and the boys' room have one toilet, two urinals and two sinks. There is also a bathroom across from the library that is available for the children's use. This has three toilets and two sinks. The center

has a total of eight toilets, two urinals, and seven handwashing sinks which supports the capacity of 26 children.

A playground inspection was completed on October 1, 2011, and the child care children will only play on equipment approved for their age group. The Environmental Health Inspection was completed on 09/30/2020. The Fire Safety Provisions form was signed by the superintendent on 08/09/2022. A lead hazard risk assessment is not required at this location because the facility was built in 1985.

Terms:

The center operates during the school year on Mondays through Friday from 08:15 AM to 05:30 PM.


- The center offers an afterhours program for school aged children which operates during the hours of 3:00 to 05:30 PM.
- The center has preschool and school-age as program components.

Parents are required to send two snacks and lunch with the child. The center does not have food service as a program component.

The center does not offer swimming or transportation as program components.

V. Recommendation

I recommend an increase in capacity from 20 children to 26 children ages 30 months and above and the addition of Classroom E18 as child use space.



08/16/2022

Codie Mayhew
Licensing Consultant

Date